

Concordia University
Council of the John Molson School of Business
Minutes of meeting held Friday, March 7, 2003

Present: J. Tomberlin (Chair)
A. Ahmad (Fina.), K. Argheyd (Mana.), C. Bayne (DS&MIS), H. Bhabra (Fina.),
S. Bogнар (Mana.) C. Draimin (Acco.), M. Genova (Staff), M. Gowing (Acco.),
S. Goyal (DS&MIS), A. Guindon (Lib.), S. Horn (Thurs. Report), A. B. Ibrahim
(Assoc. Dean), G. Kanaan (Assoc. Dean), M. R. Kapoor (Acco.), D. Kira
(DS&MIS), R. Knitter (Mana.), W. Merhi (CGSA), F. Nebebe (DS&MIS),
R. J. Openheimer (Mana.), D. Peltier-Rivest (Acco.), M. Perugini (CASA),
S. Ray (Mktg.), A. Robin (CASA), S. Robinson (Acco.), C. A. Ross (Mktg.),
M. Sharma (DS&MIS), C. Y. Suen (Comp.Sci.), L. Switzer (Fina.)

Regrets: K. Buyukkurt, J. Jans, M. Magnan, D. Morin

I Call to Order

The meeting was called to order at 09:35.

II Closed Meeting

[REDACTED]

III Open Meeting

IV Approval of Agenda - JMSB-2003-02A

It was moved by M. Sharma and seconded by S. Goyal that Council approve the agenda, as presented in document JMSB-2003-02A. The motion was carried unanimously.

V Approval of the Minutes - JMSB-2003-01M

The following revisions were noted: (1) page 3, first paragraph, fifth line – delete: J. Tomberlin and B. Ibrahim. (2) page 7, third paragraph, end of the second line – delete 2000.

*It was moved by M. Sharma and seconded by M. R. Kapoor that Council approve the minutes of the meeting held January 31, 2003, document JMSB-2003-01M, as amended.
The motion was carried unanimously.*

VI Chair's Report and Question Period - JMSB-2003-02A-02 (maximum 15 minutes)

J. Tomberlin advised that a draft of the new building plans would be distributed to all faculty and staff in mid-March. The plans would also be sent electronically, placed in the First Class JMSB building folder and on the web. A four-week consultation period

within each unit of the Faculty would follow. Feedback from the units on the plans would be sent to the JMSB Building committee.

The Chair congratulated the MBA Director, students and staff. The JMSB MBA program was ranked 5th in Canada by the National Post based on its average GMAT score of 650. He also noted that JMSB MBA students were among the finalists in the Ivey Business Plan Competition.

During the ensuing question period, the Dean concurred with the recommendation that a progress report on the JMSB Strategic Plan be made available to allow faculty members to define their priorities. He advised that the effective date of the new CUFA Collective Agreement was June 1, 2002. Every effort is being made to ensure payment by the end of this academic year. The effective date of the new professional development rate and the amount of the stipend for extra teaching will be determined by the CUFA Liaison committee.

One member of Council advised that the membership of the CUFA Council includes two faculty members from each department. He encouraged faculty members to participate in the meetings to ensure that issues of concern were appropriately addressed. With regard to a complaint about invigilation duties being imposed on faculty members, it was agreed that the actual cost of hiring invigilators would be calculated and considered in light of restrictive budget situation of the JMSB.

VII Council Elections – JMSB-2003-02A-03

The following faculty members were elected by acclamation:

C. Bayne, Associate Professor, Department of DS&MIS was elected to represent the JMSB on Academic Planning and Priorities Committee for the three-year period June 1, 2003 – May 31, 2006.

B. Barbieri, Associate Professor, Department of Marketing, was elected to represent the JMSB on the Academic Programs Committee for the three-year period June 1, 2003 – May 31, 2006.

Sandra Betton, Associate Professor, Department of Finance, was elected to represent the Department of Finance on the Council of the School of Graduate Studies replacing S. Perrakis while on sabbatical leave for the one-year period June 1, 2003 – May 31, 2004. Professor Perrakis would resume his representation for the balance of term June 1, 2004 – May 31, 2005.

R. Vahidov, Assistant Professor, Department of DS&MIS was elected to represent the JMSB on the Graduate Awards Committee for the three-year period June 1, 2003 – May 31, 2006.

B. Barbieri, Associate Professor, Department of Marketing, K. Gheyara, Associate Professor, Department of Accountancy, R. Knitter, Department of Management, J. Mannadiar, Lecturer, Department of Finance, and M. Sharma, Associate Professor, Department of DS&MIS were elected to represent the JMSB on the (Senate) Faculty Tribunal Pool for the two-year period June 1, 2003 – May 31, 2005.

S. H. Appelbaum, Professor, Department of Management, was elected to represent the JMSB on the *Distinguished Professor Emeritus Committee* for a one-year period June 1, 2003 – May 31, 2004.

S. Deitcher, Lecturer, Department of Management, M. Sharma, Associate Professor, Department of DS&MIS, J. Mannadiar, Lecturer, Department of Finance, and T. Ramsaran, Lecturer, Department of Accountancy, were elected to serve on the Commerce Undergraduate Student Request (& Appeals) for a one-year period June 1, 2003 – May 31, 2004.

B. Baran, Lecturer, Department of DS&MIS, I. Rakita, Assistant Professor, Department of Finance, T. Ramsaran, Lecturer, Department of Accountancy, C. A. Ross, Associate Professor, Department of Marketing were elected to serve on the Standing Committee on Academic Re-Evaluation for a one-year period June 1, 2003 – May 31, 2004.

It was reported that the Standing Committee on Academic Re-Evaluation had not met for the past few years. G. Kannan agreed to find out if the committee had become redundant with the establishment of the Faculty Tribunal Pool.

VIII Business Arising from Previous Meeting

- i) Guest: Ms. Nathalie Gagnon, Property Manager, O & Y Enterprise
It was moved by A. B. Ibrahim and seconded by C. Bayne that Council grant speaking privileges to Ms. Nathalie Gagnon, Property Manager, O & Y Enterprise. The motion was carried unanimously.

Ms. Gagnon advised that the ventilation of the Guy Metro building was active twenty-four hours a day, seven days a week. In summer, the air conditioning now operates until 11:30 p.m. during the week and until 5:30 p.m. on weekends. In the past air conditioning was turned off on the weekends. In winter, the heat operates on the same schedule. The system is adjusted according to the weather and depends on a 20% occupancy rate. Each unit has a thermostat to regulate temperature.

During the discussion the following comments were noted:

- . Clean breathable air is needed.
- . Air conditioning is needed in the summer seven days and nights a week.
- . The intense heat in some third floor office in the winter needs to be adjusted.

- . It is critical that heat/air conditioning remain operational after 5:30 on the weekends.
- . The films on all windows need replacement
- . Staff from the Health and Safety office checking on air quality should not have access to the keys to all offices
- . The quality of the water should be checked
- . Doors to the staircases are too heavy
- . Stairwells need to be cleaned
- . JMSB exterior signage is needed to distinguish the School from Multi-mags
- . Regular carpet cleaning is needed.
- . Something must be done about the street peoples loitering around the building
- . The tiles in front of the building are slippery
- . Sidewalks in front of the building are icy

N. Gagnon advised that the additional cost of operating the air conditioning twenty-four hours a day, seven days a week would be approximately \$20,000. She will arrange for the doors to the staircases to be adjusted, salt to be poured at the entrance to the building, and the excessive heat in third floor offices to be investigated. She advised that additional security guards have been posted to help deal with the street people, carpet cleaning can be arranged at a cost to the JMSB and the sidewalks outside the GM building were the responsibility of the City of Montreal. With regard to the film on the windows, she advised that they will be replaced over a period of time and work will begin to update the elevator mechanisms. The cost of re-filming one window is \$350.00. As to signage in front of the building, she suggested that a proposal be made to Facilities Management. She reported that efforts were being made to improve the appearance of the entrance - new lights have been installed over the security desk and planters will be placed beside the columns of the front archway. Lastly, she assured everyone that all concerns would be dealt with on a case-by-case basis. Ms. Gagnon can be contacted directly or through Ms. L. Longtin.

Members of Council applauded Ms. Gagnon.

- ii) Criteria for Prize Winners - JMSB-2003-02A-04
G. Kanaan highlighted the current criteria for Prize Winners. He agreed to clarify whether the highest rank was based on the GPA of the major or the overall GPA. He further agreed to obtain feedback on the document from the Department Chairs and to report back at the April meeting of Council.

IX Report: Graduate Programs, Research and Program Evaluation - JMSB-2003-02A-05
The report was received.

- X CGSA Report - JMSB-2003-02A-06
 - i) CGSA Award – JMSB-2003-02-06

W. Merhi advised that the purpose of the award was to encourage full participation in the CGSA activities and to recognize members' contributions.

- XI Report: External Affairs and Executive Programs
There was no report.

- XII Report: Administrative Affairs and Human Resources
Please refer to item VIII i) above.

M. Genova presented the system in place for the Technical Unit of CIT staffed by S. Assaf, M. Mussa and P. Bayne designed to provide improved service, accountability and increased job satisfaction. Requests for assistance are to be channeled to CIThelp which is monitored by the CIT staff or directed to the CIT help line, local 4135, that is staffed from 9:30 a.m. to 4:30 p.m., Monday through Friday. Feedback on the system to-date has been very positive.

- XIII Report: Undergraduate Programs, Academic and Student Affairs
G. Kannan reported the Undergraduate Curriculum Committee has been studying curriculum revisions submitted by the departments.

- XIV Reports from School Representatives on University Committees
There were no reports from the representatives of the following committees: XIV i) – viii).

- i) University Senate
- ii) Arts and Science Faculty Council
- iii) Senate Academic Planning and Priorities
- iv) Senate Academic Programs Committee
- v) Senate Research Committee
- vi) University Library Committee
- vii) Undergraduate Scholarships and Awards Sub-committee
- viii) Board of Governors
- ix) Council of the School of Graduate Studies

M. Gowing reported an epidemic of forged documents in recent applications for graduate programs in all North American universities. The business of providing false transcripts has been flourishing. She urged Program Directors to validate referrals and, where possible, to communicate directly with the institution issuing the official documents.

- XV CASA Report - JMSB-2003-02A-08

M. Perugini highlighted the report noting that Round Table conference that will take place next Thursday coincided with her birthday. She invited everyone to send her feedback on the new CASA website.

JMSB-2003-02M

XVI New Business

- i) Proposal for selecting the JMSB Faculty Personnel and Tenure Committee Pool
- JMSB-2003-02A-09

It was moved by C. A. Ross and seconded by C. Bayne that Council approve the proposal for selecting the JMSB Faculty Personnel and Tenure Committee as presented in document JMSB-2003-02A-09.

The mover and the seconder agreed to amend the proposal to include an assurance that the committee have at least one member from each of the five departments

The motion was carried as amended.

XVII Other Business

- i) Nominations for Awards – deadline March 28, 2003 - JMSB-2003-02A-10
For information only

J. Tomberlin advised that additional copies of the forms were available with M. Melzer in room GM403-11. He also drew everyone's attention to the revised schedule of Council meetings contained in the package. The meetings scheduled March 28 and April 25 have been cancelled and replaced by one meeting on Friday, April 4.

XVIII Adjournment

The meeting was adjourned at 11:50.

XIX Next meeting

The next regular meeting of Council will take place on Friday, April 4, 2003 in room GM403-2.